



FEDERAL ELECTION COMMISSION
WASHINGTON, D.C. 20463

RQ-2

Karen M. Kresta, Treasurer
Exxon Mobil Corporation Political Action
Committee (EXXONMOBIL PAC)
1301 Fannin Street, Suite 2215
Houston, TX 77002

DEC 19 2001

Identification Number: C00121368

Reference: February Monthly Report (1/1/01-1/31/01)

Dear Ms. Kresta:

This letter is prompted by the Commission's preliminary review of the report(s) referenced above. The review raised questions concerning certain information contained in the report(s). An itemization follows:

-Schedule A of your report discloses an aggregate year-to-date total(s) for a contribution(s) received from Clarion Ellis Johnson and Stephen Philip Hart which appears to be incorrect. Please amend your report to provide the correct aggregate year-to-date total(s).

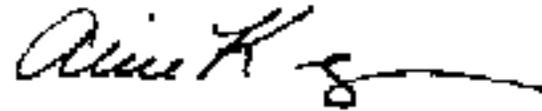
-Please amend Schedule B supporting Line 23 by providing the office sought (House or Senate), state, and congressional district for each contribution made. 11 CFR §104.3(b)(3)(ii) and (v)

-Pursuant to 11 CFR §110.0(e), all earmarked contributions, that have passed through a conduit's account, must be itemized on the receipt (Schedule A) and disbursement (Schedule B) schedules, regardless of the amount. Please identify the original contributors for the earmarked contributions disclosed on Schedule B.

-Schedule A supporting Line 11(a)(i) of your report discloses contributions received through what appears to be a payroll deduction plan. Please amend your report to disclose the amount deducted per pay period. 11 CFR §104.8(b) Please refer to the enclosed sample of properly reported payroll deductions.

A response or amendment to your original report(s) correcting the above problem(s) should be filed with the Federal Election Commission within fifteen (15) days of the date of this letter. Electronic filers must file amendments in an electronic format and must submit an amended report in its entirety, rather than just those portions of the report that are being amended. If you need assistance, please feel free to contact me on our toll-free number, (800) 424-9530 (at the prompt press 1, then press 2 to reach the Reports Analysis Division). My local number is (202) 694-1130.

Sincerely,

A handwritten signature in black ink, appearing to read "Alice Kang", with a long horizontal flourish extending to the right.

Alice Kang
Reports Analyst
Report Analysis Division

PAYROLL DEDUCTIONS

SCHEDULE A (FEC Form 302) ITEMIZED RECEIPTS		(Use separate schedule for each category of the Detailed Summary Page)	FEC LINE NUMBER: 10000 of 1
Any information copied from such Records and statements may not be used by any person for the purpose of soliciting contributions or for conducting business, other than using the name and address of any political committee in which credits have been such recorded.			
NAME OF COMMITTEE (or Full Name (Last, First, Middle Initial))			
Critical Reason Inc. PAC			
A. Name (Last, First, Middle Initial)		Date of Receipt	
Kear, Jonathan		payroll deduction	
Mailing Address		Amount of Each Period This Period	
3 Critique Ave		90.00	
City		Date	
Kronigshury		VA 22222	
FEC ID (number of contributing source political committee)		Applicable Year-to-Date *	
C		285.00	
NAME OF EMPLOYER		Description	
Critical Reason Inc.		Executive Officer	
Receipt For:		Applicable Year-to-Date *	
<input type="checkbox"/> Primary <input type="checkbox"/> General		285.00	
<input type="checkbox"/> Other (specify)			

*Adding Extra Text/Explanation: When using FECFUE electronic filing software, this information can be entered using the "memo text" window. To make a "memo text" entry, select the "View" menu on the FECFUE toolbar. Select "All Transactions." Single click (highlight) the transaction to which the "memo text" will be attached. Then select the "Edit" menu on the toolbar and select "memo text."

**When using FECFILE electronic filing software, enter this information in the "description" field.

Payroll Deductions

Once an individual's deductions aggregate over \$200 in a calendar year, report the total amount deducted from the donor's paychecks during the reporting period on Schedule A. In parentheses indicate the amount that was deducted each pay period. Instead of stating a specific date of receipt, type "payroll deduction" under "Date." The other itemized information, including the year-to-date total, must be completed for each donor. 104.B(b).

EXAMPLE: During an election year, a corporate manager authorizes her employer to deduct \$15 per pay period (each pay period is two weeks) for the company's SSF. The SSF, which files FEC reports on a quarterly schedule, includes the manager's first-quarter contributions (\$90 for six pay periods) as "unitemized contributions" on Line 11(a)(ii) in the April quarterly report.

By June 30 (the closing date for the July quarterly report), 13 pay periods have passed, and the manager's aggregate contributions are \$195—still below the \$200 itemization threshold. The manager's second-quarter contributions again are included in "unitemized contributions" in the July report.

By September 30 (the closing date for the October quarterly report), 18 pay periods have passed, and the manager's contributions reach \$285. Now the committee itemizes the total contributions received from the manager during the third quarter (\$90), providing the year-to-date total in the appropriate space. (See item A in the illustration above.)

